
**COMMISSION ON TECHNOLOGY
MINUTES**

November 14, 2003
9:00 a.m. - 2:00 p.m.

Judicial Education Center
Silver/Turquoise Conference Room
541 E. Van Buren, Suite B-4
Phoenix, AZ 85003

MEMBERS PRESENT

Tom Brady for Louraine Arkfeld
Michael Baumstark
J. William Brammer, Jr.
B. Robert Dorfman
Jeanne Hicks
Michael Jeanes
Donna Killoughey
Gary Krcmarik
Ruth McGregor
Marcus Reinkensmeyer
James Soto
Sheldon Weisberg

GUESTS

John Barrett, TAC
Ron Beguin, TAC, CACC
Eric Ciminski
Janet Cornell, TAC, CACC
Daniel Edwards, TAC,
CACC
Joan Harphant, TAC
Donald Jacobson, CACC
Carol Merfeld
Gordon Mulleneaux, CACC
Michael Pollard, CACC
Eloise Price, TAC
Rick Rager
Will Tagart

AOC STAFF

Bobbie Chinsky
Jennifer Gilbertson
Maureen Haggerty
Karl Heckart
Tim Lawler
Patrick McGrath
Stephanie Nolan
Janet Scheider
Amy Wood

MEMBERS ABSENT

Kent Batty
Martin Krizay

WELCOME AND OPENING REMARKS

Vice Chief Justice Ruth McGregor called the meeting of the Commission on Technology (COT) to order on November 14, 2003 at 9:00 a.m. and welcomed members and guests. She briefed members on the day's agenda and emphasized that the information provided today would have significance to the work planned for the January 9th Commission meeting.

MOTION: **A motion was made and seconded to approve the minutes of the September 4 & September 5, 2003 Commission on Technology Strategic Planning meeting. The motion passed unanimously. TECH-03-43**

OLD BUSINESS

Justice McGregor directed TAC to further research the impact of a standard format for transferring digital audio files of court proceedings; this resulted from a tabled motion at the September meeting. She also noted that the Commission would be reviewing TAC's proposed enterprise architecture draft at the January meeting. The draft is in the minutes of TAC's October meeting at www.supreme.state.az.us/tac. The document, which she asked members to review, will be part of the discussion on new JOLTS development at the January 9th COT meeting.

NEW CASE MANAGEMENT SYSTEM

Hon. Michael Pollard, Tucson City Court Judge and Co-Chair of CACC, presented an update on the workgroups exploring a new case management system. He explained that three workgroups were established, one workgroup for each type of court: Superior, Justice and Municipal.

Judge Pollard detailed the workgroups' efforts in analyzing the alternatives of buying, building or borrowing a new system including leveraging iCIS, Maricopa Superior Court's in-house system. He briefed members on the outcome of meetings with CMS vendors and the networking with key customers at the Eighth Annual Court Technology Conference (CTC8). Judge Pollard asked the Commission what information they needed about options, systems and vendors for a decision on direction for the upcoming January meeting.

Karl Heckart then presented the results of research, including meetings at CTC8, on the case management systems available. He stressed the importance of leveraging functionality when making a decision for all courts and of investing in a sound CMS that either includes its own financial system or has or can use a stand-alone system (i.e. iCIS, for which a stand-alone CFS is currently being built). It was noted the most systems reviewed at the CTC8 meetings did not have general ledger capabilities but did have batch reporting capabilities. There was discussion about the concern for abandoning and losing monies invested to-date in the financial systems in use and/or development.

Workgroups will view vendor demonstrations of case management systems over the next six weeks. Commission members will be notified of these demonstrations and invited to attend. Summary and analysis of workgroup findings will be discussed at the January 2004 COT meeting.

BUSINESS PROCESS STANDARDS DEVELOPMENT

Justice McGregor reported that the Arizona Judicial Council, at its October meeting, authorized the COT to develop standardized business practices for courts. She asked members to help CACC, to whom the task of directing this development is assigned, to identify key areas for process standardization, provide ideas on how to approach defining such standards, and assign priorities. Karl Heckard underscored the need to have standards to maximize leveraging of both automation and training resources.

ELECTRONIC FILING:

REQUEST FOR PILOT IN PIMA SUPERIOR COURT

Patricia Noland, Clerk of Superior Court in Pima County, presented the Commission with Pima Superior Court's electronic filing plan and requested authorization to implement a pilot electronic filing project for probate cases. She noted that she intended to petition the Court to amend Rule 124 to allow electronic filing of confidential documents.

MOTION: **A motion was made and seconded to approve the pilot implementation of Pima Superior Court's Electronic Filing for Probate Cases contingent upon the satisfactory resolution of procurement processes, excluding confidential or sealed documents from the pilot, and their agreement to complete unresolved or incomplete items on the electronic filing checklist during the first year of the pilot. Further, Pima Superior Court will report back to the COT, amending their efilng checklist with any substantive changes in their**

project or scope, and will provide a written report to the COT within one year summarizing the pilot project, including information on user responses, volumes, planned enhancements, lessons learned and changes recommended. The motion passed unanimously. TECH-03-44

FARE PROJECT

Karl Heckart presented an update on the FARE Project, briefing members on the process and progress to-date. He noted the phases of the project, including a new "Interim FARE" for automated collections of existing case receivables. He ended giving approximate timelines for full FARE implementation in the pioneer courts.

ARIZONA JUDICIAL BRANCH:

INFORMATION TECHNOLOGY STRATEGIC PLAN FOR FY 2004-2006

Karl Heckart summarized the Arizona Judicial Branch Information Technology Strategic Plan, revised to reflect the strategic planning of the September COT meeting.

MOTION: A motion was made and seconded to approve the Arizona Judicial Branch Information Technology Strategic Plan with the exception of minor changes. The motion passed unanimously. TECH-03-45

ELECTRONIC FILING FOR COMPLEX LITIGATION: REQUEST FOR PILOT IN MARICOPA SUPERIOR COURT

Maricopa Superior Court has pursued, with permission from the COT at its October 2003 meeting, the establishing of a pilot electronic filing project for complex litigation cases. Lexis Nexis, the vendor selected by RFP to provide efilng services, provided a demonstration and answers to members questions. Maricopa presented details of their efilng pilot project to the commission and requested final approval.

MOTION: A motion was made and seconded to approve the pilot implementation of Maricopa Superior Court's Electronic Filing for Complex Litigation Cases contingent upon their agreement to complete unresolved or incomplete items on the electronic filing checklist during the first year of the pilot. Further, Maricopa Superior Court will report back to the COT amending their efilng checklist, with any substantive changes in their project or scope and will provide a written report to the COT within one year summarizing the pilot project, including information on user responses, volumes, planned enhancements, lessons learned and changes recommended. The motion passed unanimously. TECH-03-46

CALL TO THE PUBLIC

The meeting adjourned at 1:00 p.m.